



CITY OF LODI COUNCIL COMMUNICATION

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AGENDA TITLE: Authorize the City Manager to enter into a contract with Moore Iacofano Goltsman, Inc. (M.I.G.) in the amount of \$80,450 for contract services related to the preparation of the Eastside Mobility and Accessibility Plan (E-MAP)

MEETING DATE: February 1, 2006

PREPARED BY: Community Development Director, Randy Hatch


RECOMMENDED ACTION: Authorize the City Manager to enter into a contract with Moore Iacofano Goltsman, Inc. (M.I.G.) in the amount of \$80,450 for contract services related to the preparation of the Eastside Mobility and Accessibility Plan (E-MAP)

BACKGROUND INFORMATION: In May of 2004 the City was approved by the Dept of Transportation for a grant in the amount of \$80,000 plus a Local Match/In-Kind of \$14,000 for a total project budget of \$94,000 to be used for a project known as the Eastside Mobility and Accessibility Plan (E-MAP)

The intent of the E-MAP Project is to first identify a section of street(s) in the Eastside District that represent a heavily accessed destination point for the local residents of that community. The next step, with the assistance of Public Works and the Police Departments, is to identify specific pedestrian, bicyclist, and motorist safety issues related to accessibility on the street. Then with staff acting as the chair and the proposed consulting firm acting as the mediator/facilitator, members of the community will be invited to participate in a brain storming session (design charet). The charet is anticipated to highlight design elements and street treatments that could be incorporated in the future as public works updates and rehabilitated street treatments.

The anticipated result is a document that would present design guidelines that would provide for a safer pedestrian, bicyclist, and motorist friendly street-scape that reflects the culture and history of the neighborhood through the use of street treatments such as paving materials, street furniture, public art, murals and other improvements. The ultimate intent is to improve mobility and accessibility for all the residents in the community while celebrating the distinct cultural and historical identity of the neighborhood. In the future if funding and support exists, these guidelines can be used as a template to improve other streets in the City in need of rehabilitation.

FISCAL IMPACT: The City was approved by the Dept of Transportation for a grant in the amount of \$80,000 plus a Local Match/In-Kind of \$14,000 for a total project budget of \$94,000. It is staff's intent that the In-kind match be staff time and overhead with minimal cash contributions toward this project. The minimal cash contributions toward this project will include the \$450 to the consultant over the \$80,000 grant, office supplies, and possibly food for working lunches. Any anticipated improvements suggested by this document will be subject to consideration and funding at that time.

APPROVED: 
Blair King, City Manager

FUNDING AVAILABLE:

As part of the grant approval the City will be awarded a maximum of \$80,000 on a reimbursement bases for consulting services provided by our consultant. Since the anticipated cash contributions toward this project are not expect to exceed \$1,000, the Department budget would be able to absorb said expenditures.



Ruby Paiste, Interim Finance Director



Peter Pirnejad
Planning Manager



Randy Hatch
Community Development Director

Attachment:

Proposal from MIG dated January 17.2006

RH/pp/kc



M O O R E I A C O F A N O G O L T S M A N , I N C .

17 January 2006

Peter Pirnejad, Planner
City of Lodi
221 West Pine Street
Lodi, CA

VIA EMAIL: ppirnejad@lodi.gov

Dear Peter:

It was nice to meet with you and the rest of the Steering Committee members in Lodi a couple of weeks ago. Based on our discussions that day, we have put together a proposed scope and budget for your review. Please let us know if there are any modifications to the work program you'd like to see.

The total estimated cost for the tasks described in the attached work program is **\$80,450**. This means that of the \$84,000 budget, there is still \$3,550 unallocated. We should discuss how you'd like to apply those funds. If you should have any questions, please feel free to contact me at (510) 845-7549.

We look forward to working with you on this exciting project!

Sincerely,
MOORE IACOFANO GOLTSMAN, Inc.

A handwritten signature in blue ink that reads "Louis J. Hexter".

Louis J. Hexter, Project Manager

LJH:ab

P L A N N I N G • D E S I G N • C O M M U N I C A T I O N S • M A N A G E M E N T

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Offices in: Davis, CA • Pasadena, CA • Eugene, OR • Portland, OR • Raleigh, NC • Green Bay, WI

TASK 1.0: PROJECT INITIATION, WORK PROGRAM DEVELOPMENT AND PROJECT MANAGEMENT

MIG will meet with the City of Lodi staff and members of the project's Steering Committee to initiate the project, to define project objectives, to identify key stakeholders and to brainstorm work program elements. Upon approval of the project work program, MIG will regularly consult with City staff and members of the Steering Committee in order to manage work flow and budget expenditures to meet project objectives.

TASK 2.0: DATA COLLECTION

MIG will review all planning and policy documents provided by the City relevant to the project area in order to understand the project context. The City also will provide MIG with any available electronic mapping/GIS files of the project area.

TASK 3.0: STEERING COMMITTEE AND SUBCOMMITTEE MEETINGS (5)

In addition to the Project Initiation meeting (Task 1), MIG will attend a series of meetings with the Steering Committee in order to timely review of project deliverables and planning for project activities. On January 31, MIG will conduct a walking tour of the project area with the Steering Committee in order to observe and document current conditions, such as land uses, building types, circulation, streetscape, etc. MIG will then meet with the Project Subcommittee, comprised of representatives from law enforcement, local businesses and community organizations, to solicit further input on issues of interest in the project area. MIG will prepare an Issues and Opportunities report as a summary of the day's activities.

TASK 4.0: COMMUNITY FORUM

MIG will work with the Steering Committee to plan, conduct and document a Community Forum to solicit feedback on priority issues and opportunities as well as preliminary planning and design strategies.

Task 4.1: Presentation Materials

MIG will prepare a PowerPoint presentation and a series of maps and displays to illustrate current conditions, key issues and opportunities, and preliminary planning and design strategies as materials for the Community Forum. All materials will be developed in both English and Spanish languages.

Task 4.2: Outreach/Publicity

MIG will assist the Steering Committee in preparing invitations to the Community Forum. Materials will be developed in English and Spanish.

Task 4.3: Forum Facilitation and Graphic Recording

MIG will provide staff to facilitate and graphically record the Community Forum.

Task 4.4: Forum Summary

MIG will prepare a report on the Community Forum, including a summary of oral comments, written comments and photoreductions of the wallgraphics. One (1) draft copy of the report

will be submitted to the Steering Committee for review, and one (1) final copy of the report will be delivered to the City for photocopying and distribution.

TASK 5.0: DRAFT PLAN AND DESIGN GUIDELINES

Based on all of the input from the Steering Committee, Subcommittee and Community Forum activities, MIG will compile a draft plan document describing mobility, access and streetscape improvements for the project area. MIG also will develop Design Guidelines that will respect the historic character of the area, while at the same time improving the streetscape environment within the study area. The guidelines will address issues of overall image and identity (including historic character), the pedestrian environment, appropriate infrastructure improvements, accessibility and security, and circulation. Streetscape standards involving street furniture (such as street lights, garbage receptacles, benches, bollards, etc.), sidewalk conditions, landscaping (like planting, water features, etc) will also be identified. One (1) electronic copy of the diagrams and text for the aforementioned products will be provided to the Client.

This document will be used to communicate to area residents and businesses at a variety of community events, with opportunities for feedback on the contents.

TASK 6.0: REVISED DRAFT PLAN AND DESIGN GUIDELINES

MIG will revise the Draft Plan document in consultation with the Steering Committee to reflect input received at the various community events.

TASK 7.0: PRESENTATIONS TO PLANNING COMMISSION AND CITY COUNCIL

MIG will prepare a summary presentation of the Revised Draft Eastside Mobility and Access Plan and will deliver the presentation as requested to the City's Planning Commission and City Council.

TASK 8.0: FINAL PLAN AND DESIGN GUIDELINES

MIG will prepare a final version of the Eastside Mobility and Access Plan, and will deliver one (1) bound, one (1) master reproducible copy and one (1) electronic version of the final Plan to the City.

City of Lodi -- Eastside Mobility and Access Project
MIG Estimated Project Budget -- January 17, 2006

		Carolyn Verheyen	Lou Hexter	Rosemary Dudley	Project Associate	CAMS	CAMS	MIG Support	Total Labor	
		\$160	\$125	\$125	\$90	\$130	\$95	\$65		
	<i>Tasks</i>									
Task 1.0: PROJECT INITIATION & COORDINATION		10	30	24	0	0	0	0	\$8,350	
1.1	Project Initiation Meeting	6	6	6					\$2,460	
1.2	Work Program Development		8	2					\$1,250	
1.3	Ongoing Project Management and Coordination	4	16	16					\$4,640	
Task 2.0: DATA COLLECTION		2	4	16	8	0	0	0	\$3,540	
Task 3.0: STEERING COMMITTEE AND SUBCOMMITTEE MEETINGS (5)		24	32	32	24	0	0	0	\$14,000	
3.1	Walking Tour/Steering Committee	3	8	8	8				\$3,200	
3.2	Subcommittee Meeting	3	6	6	4				\$2,340	
3.3	Steering Committee Meetings (3)	18	18	18	12				\$8,460	
Task 4.0: COMMUNITY FORUM		12	34	34	34	4	24	0	\$16,280	
4.1	Presentation Materials	4	16	24	8	2	16		\$8,140	
4.2	Outreach/Publicity	1	4	0	4	2	8		\$2,040	
4.3	Forum Facilitation/Graphic Recording	6	6	6	6				\$3,000	
4.4	Forum Summary	1	8	4	16				\$3,100	
Task 5.0: DRAFT PLAN AND DESIGN GUIDELINES		4	24	60	32	4	12	0	\$15,680	
Task 6.0: REVISED DRAFT PLAN AND DESIGN GUIDELINES		2	12	24	16	0	8	0	\$7,020	
Task 7.0: PRESENTATIONS TO PLANNING COMMISSION/CITY COUNCIL		6	12	12	0	2	8	0	\$4,980	
Task 8.0: FINAL DRAFT PLAN AND DESIGN GUIDELINES		4	12	24	16	2	8	0	\$7,600	
	TOTAL LABOR HOURS	64	160	226	130	12	60	0	652	
	TOTAL ESTIMATED COST								\$77,450	